

# ARCTIC RESEARCH AND STUDIES 2019-2020

Cooperation in the field of Arctic Research and Studies between Iceland and Norway

## Programme Guide 2019-2020

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# 1 Contact Information / Information and guidance

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# 2 Arctic Research and Studies objectives and introduction

The Icelandic and Norwegian Foreign Ministries are the owners of the Arctic Research and Studies Cooperation Programme, and issue one call for a total of approximately EUR 300.000 to fund activities within this framework.

The programme is based on a Memorandum of Understanding concerning co-operation between Iceland and Norway in the field of Arctic scientific research, signed on 29 January 2019.

All information about the Arctic Research and Studies programme is presented on the common website: [www.arcticstudies.is](http://www.arcticstudies.is)

## 2.1 The main objective of Arctic Research and Studies 2019-2020

The purpose of the fund is to encourage scientific cooperation between higher education institutions and research organizations in Norway and Iceland in the field of Arctic science. Preparatory support grants are provided for the initiation of joint project applications to competitive funds.

## 2.2 Call for applications to Arctic Research and Studies – application deadline 7 February 2020

The 2019-2020 deadline will be 7 February 2020 (17:00 CET).

Later applications for grants may be accepted after the deadlines on a rolling basis given availability of funds.

### **3 Arctic Research & Studies administration and programme committee**

The Icelandic Centre for Research (Rannis) has the main responsibility for the administration of the Arctic Research and Studies Programme and oversees processing applications. Norwegian Agency for International Cooperation and Quality Enhancement in Higher Education (Diku) takes part in the application assessment process and is responsible for information and guidance to Norwegian applicants.

The Arctic Research and Studies Joint Programme Committee consists of representatives of the Icelandic Ministry for Foreign Affairs and the Norwegian Ministry of Foreign Affairs. The programme committee has the responsibility to monitor and control the implementation and development of the Arctic Research and Studies programme. Rannis reports to the programme committee.

### **4 Target groups and scope of the Arctic Research and Studies programme**

Applicants to the Arctic Research and Studies programme, and their partners, must be an institution or an organisation. Individual persons cannot apply to the Arctic Research and Studies programme.

The main target groups are:

- Higher Education Institutions, public and private
- Research Institutions, public and private

Only institutions and organizations from Iceland and Norway can apply for funding and be a formal partner in an application. Experts from third country institutions can however participate if it is duly justified that their participation strengthens the Icelandic-Norwegian cooperation.

### **5 Activities in the Arctic Research and Studies programme 2019-2020**

Arctic Research and Studies activities should focus on research and/or higher education activities in the field.

The programme is open to all subject areas given an Arctic relevance which needs to be clearly identified by the applicant.

#### ***5.1 Preparatory support for the initiation of joint grant applications***

Eligible period of funded activities is from 7 February 2020 to 6 July 2021. Maximum duration of funded activity is 17 months with a maximum allocation of 25.000 EUR. Preparatory support activities are eligible for mobility funding and a lump sum for preparatory work.

The maximum amount awarded for mobility is 10.000 EUR. The maximum duration of funded individual mobility is 12 days. Please keep in mind the environmental impact and cost effectiveness when making travelling arrangements. Applicants are encouraged to combine activities in one travel, when possible and limit the number of travels.

Disbursement of the grant will be subject to documented submission of a prepared joint application. Eligible activities include work hours for preparation of application to the EU framework programme for research and innovation, Horizon 2020 and Horizon Europe, and other international competitive

research and educational programmes such as Erasmus+, Nordplus, EEA and Norway Grants, NordForsk, Nordic Master and more.

It must be clear that both Icelandic and Norwegian partners have significant roles in the project under preparation. In programmes where the minimum number of participating countries is three, mobility funding for third country participants/experts is eligible.

First payment, representing 70% of the awarded grant, is paid within 60 days of grant agreement signing. Second payment, representing the remaining 30% of the grant, is paid after final report including documented submission of prepared application has been approved.

## 6 Financing

Two types of funding are awarded;

### 6.1 Travel and Subsistence / Mobility grants

Mobility grants are awarded for travel and subsistence according to lump sums.

If beneficiary can implement approved mobilities for a lower amount than awarded grant, the difference may be used for other costs related to the cooperation.

Travel rates - 5 categories: 200 € / 500 € / 700 € / 900 € / 1100 €						
FROM/TO	Reykjavik	Iceland, not Reykjavik	Oslo	Norway, not Oslo	Svalbard	Third country
Reykjavik		200 €	500 €	700 €	900 €	500 €
Iceland, not Reykjavik	200 €		700 €	900 €	1.100 €	700 €
Oslo	500 €	700 €		200 €	200 €	500 €
Norway, not Oslo	700 €	900 €	200 €		200 €	700 €
Svalbard	900 €	1.100 €	200 €	200 €		700 €
Third country	500 €	700 €	500 €	700 €	700 €	

Subsistence	Rate
Daily rate for subsistence in Iceland	250 €
Daily rate for subsistence in Norway	250 €
Daily rate for subsistence in third country	220 €

### 6.2 Lump sums for Preparatory Support

Preparatory Support grants are awarded for work hours according to lump sums based on full day rates for staff cost.

Staff costs for preparatory work	Rate
Daily rate in Iceland	370 €
Daily rate in Norway	370 €

The applicant must explain the need for the number of days applied for Preparatory Support.

## **7 The application and application deadline**

The application is electronic, but signed Declaration of honour from the applicant and signed Mandate letter(s) from partner(s) must be scanned and attached to the application form along with a standard excel Budget form and description including Activity Plan.

### ***7.1 Who can apply***

Icelandic and Norwegian institutions and organizations can apply and be partners. Individuals can not apply.

### ***7.2 The online application form and annexes***

The online form and the standard forms for the annexes are available at:

[www.arcticstudies.is](http://www.arcticstudies.is)

Only these standard forms for the annexes are accepted.

### ***7.3 Annex 1 to the application; budget & description***

This must be the standard excel document which is in four sheets:

- Sheet 1: Identification of the applicant and partner(s) and auto completed budget overview
- Sheet 2: Budget for Mobilities
- Sheet 3: Budget for Staff
- Sheet 4: Description and Arctic Relevance

This form is attached to the online application but does not need any signing.

### ***7.4 Annex 2 to the application; declaration of honour from the applicant***

Standard form to be signed by the legal representative and the contact person of the applicant, scanned and attached to the online application.

### ***7.5 Annex 3 to the application; mandate letters from partners***

Standard form to be signed by the contact person of the partner(s), scanned and attached to the online application.

## **8 The application assessment process**

Applications can only be submitted electronically. Applications must be submitted in English.

### **Eligibility**

The following criteria must be fulfilled for an application to be eligible for assessment:

- It must be submitted
- It must be complete with all annexes; budget & activity plan, declaration of honour and mandates.
- It should be written in English.
- It must include at least two institutions, Icelandic and Norwegian.
- There is a clear Arctic relevance.

### **Assessment of applications**

Applications are assessed by experts from Rannis and Diku, who agree on a consolidated list of applications which should receive funding. Rannis takes final grant award decisions, but single decisions exceeding 25.000 EUR in annual funding are subject to Joint Programme Committee approval.

The applicant can expect an answer within 45 days after the application deadline.

Applications may receive full funding (what has been applied for), partial funding (only some of the applied activities are funded, or the budget has been reduced) or be rejected.

## **9 Follow-up and reporting**

All recipients of Arctic Research and Studies grants are obligated to report to the Arctic Research and Studies programme no later than 30 days after the contract period has expired.

The reports are to be submitted online, in the final report form which will be available here:

<http://www.arcticstudies.is/>

The following documents must be attached to the final report.

- For Preparatory Support: Verification from the programme being applied to stating that application has been received and is eligible.
- Mobility within the preparatory support: Copies of flight tickets or invoices. The documents must verify who travelled where, and when (full name, places from and to and dates).

For grant agreements exceeding 12 months' duration Rannis can request an interim report. A standard form for interim report will be provided by the programme.